

**AZIENDA LOMBARDA PER L'EDILIZIA RESIDENZIALE
DI BERGAMO LECCO SONDRIO
U.O.G. BERGAMO**

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TENDER INFORMATION DOCUMENT FOR OPEN ADJUDICATION

Art.1 The Procedure

With reference to the tender notice sent on 16.03.2016 to European Union's Official Journal (*Gazzetta Ufficiale dell'Unione Europea*), it is declared that Azienda Lombarda per l'Edilizia Residenziale di Bergamo Lecco Sondrio U.O.G. Bergamo, placed in Bergamo, Via Mazzini 32/a, phone 035.259.595, fax 035.264.714, P.E.C. tecnico@alerbg.it, e-mail appalti@alerbg.it, website www.alerbg.it, calls for **10.05.2016** at **09.00**, at its head office, an invitation to tender by open adjudication, for the procurement of the global lump sum works for:

EXTRAORDINARY MAINTENANCE WORKS OF BUILDINGS PLACED IN TREVIGLIO IN VIA FILZI AND VIA DEI MULINI

Offers must be submitted by registered mail or delivered in person or through an authorized delivery agency, within the deadline of 09.05.2016 at 12.00.

BASIC TENDER PRICE € 1.243.240,17 + V.A.T. (one million two hundred forty three thousand-two hundred forty /17)

Of which:

- **SUBJECTED TO THE LOWEST BID € 1.189.363,09** (one million one hundred eighty nine thousands three hundred sixty three/09)
- **SAFETY EXPENSES NOT SUBJECTED TO THE LOWEST BID € 53.877,08** (fifty three thousand-eight hundred seventy seven/08)

Category general works OG1 classification III-bis (Euros 1.500.000,00).

Competitors must meet the qualification requirements prescribed in article 5 letter a) p.to 3 of this Tender Information Document.

The overall basic tender price above-mentioned consists of the following categories and classes of works:

OG1 *Edifici civili* (Civilian Buildings) – primary cat.– classification II € 492.934,76

For this category of works, main category OG1, the maximum share of the subcontract is 30%. In that case, the executing contractors must possess the necessary and suitable qualification requirements.

Unbundle and subcontract allowed works:

- | | | |
|--|------|--------------|
| - Finishing general works in wood, plastic materials and glass | OS6 | € 471.258,60 |
| - Heating/cooling systems | OS28 | € 273.259,95 |
| - Electrical, telephone systems etc. | OS30 | € 5.786,86 |

The work must be completed within a period of 270 (two hundred and seventy) consecutive calendar days from the date of the acceptance protocol.

The tender guarantee will be equal to 1/10 of the amount net of contract and can be formed in the manner provided by law. In case of reverse auction more than 10%, the tender guarantee will be

increased by many percentage points as those in excess of ten percent; where the downward is more than 20% of the increase will be two percentage points for each point of downward higher than 20%, in accordance with Art. 113, paragraph 1 of Legislative Decree 163/2006.

The contractor shall take out insurance policy "C.A.R." (Construction All Risks), to be computed to the tender value as established by Art.16.of Special Conditions of Tender (CSA).

Financing: ALER own funds and EU funds.

Payments will be made with down payments during works in accordance with art. 16 of the Special Conditions of Tender.

Are admitted to invitation to tender the competitors referred to in Art. 34, paragraph 1 of Legislative Decree 163/2006, made up of individual company, merged companies or consortium as declared in Art. 37 of Leg. 163/2006, or of companies wishing to gather or to create a consortium under the above-mentioned Article 37, as well as competitors based in other EU member states, under the conditions of Article 47 of Decree legislative.

Bidders are entitled to free its tender 180 days after the date set for the tendering.

The work will be subject to the general tender specifications on public works adopted by D.M. 145 of 19.04.2000, for the part not repealed.

The project has been validated successfully by the *Responsabile del procedimento*, R.U.P., (Sole Project manager, who is responsible of the procedure) on 14.03.2016.

Art.2 Request for information and clarifications

Any requests for additional information and / or clarification on the object and on the acts of the procedure and any request for useful information for participation in the procedure or for the implementation can be submitted in Italian language and transmitted to ALER Bergamo to the email above mentioned within the deadline of 12.00 on the day 05.052016.

Art.3 Form and signing of documents

Any documents relating to the procedure must be submitted in accordance with the rules and conditions of participation listed below, prepared in all its parts in Italian and in accordance with the provisions of the tender documentation.

Art.4 Deadline for submission of the offer

The offer and the documentation shall be sent to ALER Bergamo Lecco Sondrio, U.O.G. Bergamo, **within the deadline of 12.00 on the day 09.05.2016**, otherwise the offer shall be invalid and in any case non-acceptable for the procedure.

The envelope, sealed with wax or an equally effective system and countersigned on the closing flaps, will have to externally report the name of the sender's company and the words "Extraordinary maintenance work Treviglio" and contain within 3 envelopes sealed with wax or other effective system, called "*BUSTA A – DOCUMENTI AMMINISTRATIVI*" (ENVELOPE A - ADMINISTRATIVE DOCUMENTATION), "*BUSTA B – OFFERTA TECNICA*" (ENVELOPE B - TECHNICAL OFFER) and "*BUSTA C – OFFERTA ECONOMICA*" (ENVELOPE C - ECONOMIC OFFER) and the competitor's name.

It will not be considered valid and will not be accepted any offer received after this deadline, even for reasons not attributable to the Competitor. The non-receipt of all or part of the required documentation for participation in the procedure involves that the offer is ineligible and will not be admitted to the procedure.

The timely submission of complete documents and information required is in any case under the responsibility of competing suppliers, otherwise the **penalty is the exclusion** from this procedure.

They will be excluded irregular tenders, equivocal, in any way influenced, differing from the request or in any way inappropriate.

Art.5 Documents

The documents and papers relating to the contract can be downloaded from the Company website www.aler-bg-lc-so.it to the "*bandi di gara*" (invitation to tender).

ENVELOPE A) Administrative documentation

1°) Bid bond equal to € 24.864,80 corresponding with 2% of the amount of the BASIC TENDER PRICE. This bid bond will be paid in the following forms:

- cashier's check made payable to the Azienda Lombarda per l'Edilizia Residenziale di Bergamo Lecco Sondrio to be attached to the offer accompanied by the commitment of a guarantor, duly authorized by law, in favour of the competitor in order to grant final surety guarantee in case of award by competitor contract;
- bank or insurance guarantee issued by duly licensed insurance companies in accordance with law;

in the latter case, the validity, the terms and the signing of the above-mentioned surety clauses are those indicated in art. 20 of C.S.A. (Art. 75 Legislative Decree 163/2006).

2°) STATEMENT RELATIVE TO GENERAL REQUIREMENTS

The competitors shall declare on their own responsibility that no reasons for exclusion from the tender provided by art. 38, paragraph 1, letters b), c) and m-ter) (subjective requirements - see Annex 2) and letters a), d), e), f), g), h), i), m), m-bis) and m-c) (Company's requirements - SEE ATTACHED 3-4-5) of Legislative Decree no. 163/2006 exist. Individual requirements referred to in subparagraphs b), c) and m-ter) of the above-mentioned clause 1 shall be related to all the subjects indicated. Each annex must be duly completed and signed, accompanied by a copy of the subscriber's identity document.

The above-mentioned declaration, is recalled in art. 26 Law no. 15/68, with regard to penalties for false statements, false documents and using false documents.

3°) STATEMENT RELATIVE TO SPECIAL REQUIREMENTS

Competitors must submit certificate issued by Certification Company (S.O.A.) referred to Presidential Decree 207/2010 duly authorized, currently valid; categories and classifications should be appropriate to the categories and to the amounts of work to be contracted. The candidates must also demonstrate that they meet the certification of quality: UNI EN ISO9000 in force.

4°) AVAILIMENT

Competitors, individuals, grouped or consortium, will use the SOA of third parties presenting, under penalty of exclusion, in addition to any SOA own, that the auxiliary company, together with the declarations provided for the company who makes the offer, and copy of the contract under which the auxiliary company undertakes against the competitor to provide the requirements and to provide the necessary resources for the entire duration of the contract. In the event that the auxiliary company belongs to the same group to which the competitor belongs, the latter, when the above mentioned contract is signed, may submit a self-declaration attesting to the legal and economic ties in the group.

It is pointed out that competitors may use only one auxiliary company for each category of works. It notes also that most competitors cannot use the same auxiliary company, and that the auxiliary company and competitor which has an auxiliary company cannot participate in the tender both. **Failure to comply with the requirements of paragraphs above will result in exclusion from**

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the tender.

The auxiliary company shall make, under penalty of exclusion, the statements referred to in letters c, d, and Article 49 of Legislative Decree 163/2006.

5°) **RULES FOR THE RIGHT TO WORK FOR PEOPLE WITH DISABILITIES**

Under Article. 38 clause 1, letter l) of Legislative Decree no. 163/2006, the Company shall be submitted to the legal representative statement attesting to be in compliance with the rules governing the right to work of disabled people, as well as certification issued by the competent offices attesting compliance with the rules of that law (**SEE ANNEX 6**).

6°) **RECEIPT OF PAYMENT OF EURO 140,00 (one hundred and forty / 00)** referred to contribution declared in the art. 1, paragraphs 65 to 69 of Law no. 266/2005. Such payment shall be made as follows:

1. *online* by credit card Visa, MasterCard, Diners, American Express. To make the payment it's necessary to connect to the "Servizio Riscossione" (Collection Service) and follow the onscreen instructions or the handbook issued by the Service. As proof of payment, the user will get a receipt of payment, to be printed and attached to the offer, to the email address indicated on their registration
2. by cash, equipped with the payment document issued by Collection Service, in all shops of network-enabled tobacconists where paying bills is possible. The function "Search for the shops nearest to you" is available at address <http://www.lottomaticaservizi.it>. The receipt issued by the point of sale must be attached in the original tender.

CODICE CIG INTERVENTO: 6626458620

7°) **PASSOE**

Under the provisions of Resolution 111 of 20.12.2012 of AVCP verification of the general requirements, technical-organizational and economic-financial has to be done, in complying with the art.6bis D.Lgs.163 / 2006, through the use of AVCPASS system, made available by the Authority, except as provided by clause 3 of the above-mentioned art.6bis.

8°) **IN CASE OF ASSOCIATED COMPANIES** (Article 34 and following of D.Lgs 163/2006)

certified private document, in stamp, showing:

- a) free and irrevocable granting of special order to who legally represents the Parent company;
- b) ineffectiveness on the Contracting Authority, of the termination of the order itself for good cause;
- c) the granting to the authorized representative by the principals Enterprises, the exclusive representation, including procedural, to the Contracting Authority for all contract dependent operations and acts of any kind, even after the acceptance of the works until the extinction of the contract.

In accordance with art.37 under clause 8, of Legislative Decree no. 163/2006, is permitted to submit offers by parties whose art.34, clause 1, letter d) and e) although not legitimate yet. In this case the offer must be signed by all the companies that are legitimate as the associations or consortia.

In the case referred to clause 8 of art.37 of Legislative Decree no. 163/2006 One more statement must also be submitted. It has to be signed by all the companies that will compose the association or consortium, containing a commitment that, in case of awarded the tender, such companies will give a special collective order with representation to one of them, qualified as parent company, which shall sign the contract in the name of principal companies and on its own, as well as a specification of works granted to each participant.

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In the special order, or in the statement of commitment, the share of participation in the association by individual participants should be declared.

- N.B. – The certificates or declarations referred to in paragraphs 3, 4, 5 and 6 must be submitted to the parent company and for the principal companies both.

For temporary horizontal associations of companies and consortia in art. 34, clause 1, letter d), e) and f) of Legislative Decree no. 163/2006 amended, economic and financial, technical and organizational requirements required in the contract for the single companies must be owned by ordered company or a consortium company in the minimum of 40%; the remaining percentage is owned collectively by the principal companies or by the other consortium companies in the minimum amount of 10% of the total requirements each. The ordered company in any case is responsible for most of the requirements.

For temporary vertically-shaped associations and consortia mentioned above, these requirements are responsibility of ordered company or parent company in the Primary category; in the unbundled categories instead, each principal company has the requirements for the amount of work which it intends to perform and for the extent indicated for the single company. The requirements for unbundled works and not performed by principal companies, are owned by the Company or parent company with reference to the Primary category.

9°) A statement containing postal, telephone numbers, fax and e-mail address at which the Contracting Authority will send the usual communications have to be released. It must also contain express permission to communicate by fax (ANNEX 7).

Please note that the failure, inaccurate or late performance to the requests of the contracting authority, made under Article. 46 clause 1 and clause 1-ter (introduced by art. 39, clause 2, of d.l. 24 June 2014, n. 90, converted with amendments by Law. August 11, 2014, n. 114), constitutes grounds for exclusion. The financial penalty imposed by art. 38, clause 2-bis, of the Code is fixed at EUR 1,245.00 (EUR one thousand two hundred forty five / 00).

ENVELOPE B) TECHNICAL OFFER - BUSTA B) OFFERTA TECNICA

The technical offer submission shall be made by filling the PRESET sheets, set by Contracting Authority, keeping the default types (font and size: Arial 10) and layout (line spacing 1). The use of bold, italics, underline is allowed, keeping the types fixed, and inserting images, graphics etc. instead of text parts is allowed, if they can be read. Increasing the pages set for each sheet is NOT allowed: the excess pages of each sheet, compared to those preset, will not be considered for the purposes of the Technical Offer evaluation.

Pre-set Technical Data sheets for the submission of the Offer are contained in the files: Schede Offerta Tecnica.docx and Schede Offerta Tecnica.odt, (Technical Offer Sheet files).

The following Technical Data Sheets (*Schede tecniche*) are contained:

SHEET	TITLE¹	PAGES
1.1.	Summary of the offer <i>Sintesi della proposta</i>	2
2.1.	Days of non-usability of the housing parts <i>Giorni di non fruibilità di parti dell'alloggio</i>	2
2.2.	Total days permitted for intervention in each housing unit (including the days of non-usability) <i>Tempo complessivo massimo di intervento all'interno del singolo alloggio (inclusi i giorni di non Fruibilità)</i>	3
2.3.	Sensory discomforts for users: a. no dust environment; b. noise absence (> 73.6 Laeq dB (A)); c. no unpleasant odors + eco-friendly materials <i>Disagi sensoriali per gli utenti: a. assenza polveri in ambiente; b. assenza rumore</i>	4

¹ The reference title in Italian is written in italics font

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	(<i>> 73,6 Laeq dB(A)</i>); <i>c. assenza odori molesti + eco-compatibilità materiali</i>	
3.1.	Acoustic insulation improvement within the housing <i>Miglioramento dell'isolamento acustico degli alloggi</i>	1
3.2.	Air quality assurance within the housing <i>Garanzia della qualità dell'aria all'interno degli alloggi</i>	3
3.3.	Reduction of primary energy demand for space heating <i>Riduzione del consumo energetico di energia primaria per il riscaldamento degli alloggi</i>	4
4.1.	Overall heat management system in housing, heat accounting, heat allocation and billing management for users: the best advantages for the user and the building administrator. <i>Sistema complessivo di gestione del calore negli alloggi, contabilizzazione, ripartizione del calore e gestione della fatturazione agli utenti: migliori vantaggi per l'utenza e per l'amministratore del condominio</i>	5
4.2.	Products/technology guarantees <i>Garanzie sui prodotti/tecnologie</i>	3
4.3.	Ease of execution of the ordinary maintenance and renovation <i>Facilità di esecuzione degli interventi di manutenzione ordinaria e di ripristino</i>	4
Total maximum amount of pages		31

For each sheet, attachments can be linked. Attachments shall be sorted separately from the sheets (in one or more folders, depending on the consistency of attached documents) and shall have the cover and the separation between the reference sheets provided by the Contracting Authority. (file [Copertine Allegati. docx](#) and [Copertine Allegati. odt.](#)) (Cover and attachments files).

The limitation of sheets pages and layout uniformity have been introduced to force the participants to a synthesis, useful the work of the Contracting Commission, avoiding any redundant elements or, sometimes, irrelevant, and highlighting the relevant information and consistency of the offered system. The large areas granted to the documentation in attachment, can provide all the detailed technical information to give the right consistency to the data collected in the sheets.

Instructions for the Technical Offer Sheets and specification of awarded criteria

SINCE IT IS A COMPETITIVE TENDERING PERFORMANCE BASED, BASED ON THE CRITERIA OF THE MOST ECONOMICALLY ADVANTAGEOUS TENDER (ALL SERVICES CONTRIBUTING TO ENSURE THE BEST COST-BENEFIT RATIO OVER TIME), IN ORDER TO PROMOTE THE INTRODUCTION OF METHODS AND INNOVATIVE TECHNOLOGIES, THE OFFERED MATERIALS, PRODUCTS AND TECHNOLOGIES, MUST BE SHOWN IN A UNIQUE MANNER, AS SPECIFIC COMMERCIAL PRODUCT OF A PARTICULAR MANUFACTURER, AND THEIR PERFORMANCES, USED TO QUALIFY THE OFFER, MUST BE REFLECTED IN THE ATTACHED TECHNICAL DATA SHEETS.

The possibility of replacing one or more of the materials, products and technologies declared in the sheets and in the attachments of the Technical Offer is at the sole discretion of the DL and will be permitted only with performance equal to or higher than those offered in the tender.

SHEET 1. – SUMMARY OF THE OFFER

Sheet 1. is composed of 2 pages. The first shall contain a summary of the offer highlighting the defining characteristics valid for the awarding, to give the Awarding Authority an overall picture of the distinct and innovative technical aspects with respect to basic tender project. For the same reason, the second page is reserved to define the involved companies, their experience and their roles.

Attachments to the card 1 not allowed.

SHEET 2.1. – TOTAL DAYS (MAXIMUM NUMBER) OF NON-USABILITY OF THE HOUSING PARTS

The sheet shall contain the justification of coherence of the offer with the set of the used processes, materials and technologies.

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The applicant shall indicate the maximum number of days that is required for the inhabitants of each accommodation to leave the space free in order to carry out the interventions, written in the box:

Performance offered:

Days (maximum number) of non-usability of the housing parts offered:	no.
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The number of days for each housing is the sum of the periods when the users cannot freely occupy part of their house, equal to 1/2 day, if the non-usability exceeds 2 hours per room. Below 2 hours, non-usability is not considered.

The housings on which to perform the evaluation of interventions and the days of non-usability are those of Via Filzi (civ. 15 - first floor - TAV. 03B) and Via dei Mulini (civ. 18 - first floor - TAV 03A) whose plants are provided by the Contracting Authority, in the manner specified in the tender documents.

The evaluation of the days of non-usability shall be justified through an analytical description of the interventions that will be performed in the different housings, explained in terms of: type of intervention and its phases, the number of people involved, minimum and maximum expected time. Not more than **5 days** including the non-usability of the housing parts are allowed.

The maximum length of the Sheet 2.1. is 2 pages.

SCHEDA 2.2. - TOTAL DAYS PERMITTED FOR INTERVENTION IN EACH HOUSING UNIT (INCLUDING THE DAYS OF NON-USABILITY)

The sheet shall contain the justification of coherence of the offer with the set of the used processes, materials and technologies.

The applicant shall indicate the maximum number of days that is required to carry out the interventions in each housing, written in the box:

Performance offered:

Total days permitted for intervention in each housing unit (including the days of non-usability)	no.
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The sum of the number of days for each housing starts from the staff entrance for the first work, and finishes with the staff leaving after the last work. Evidently, also non-usability days are included as referred to in Sheet 2.1.

Technical on-site surveys for the operations assessment and the possible activation /calibration of internal equipment are excluded from the time interval.

The housings on which to perform the evaluation of interventions and the days of non-usability are those in Via Filzi (civ. 15 - first floor - TAV. 03B) and Via dei Mulini (civ. 18 - first floor - TAV 03A) whose plants are provided by the Contracting Authority, in the manner specified in the tender documents.

The evaluation of the maximum time of intervention in the single housing shall be justified through an analytical description of the interventions that will be performed in the different accommodation, explained in terms of: type of intervention and its phases, number of people involved, minimum and maximum expected time.

No longer than **9 days**, to carry out the planned interventions within each accommodation, is allowed. Furthermore, for reasons of adherence to reality, it is considered that one days is the minimum declarable by the competitor.

The maximum length of the Sheet 2.2. is 2 pages.

SHEET 2.3. - SENSORY DISCOMFORT REDUCTION FOR THE USERS, HEALTHY AND ECO-FRIENDLY MATERIALS

The sheet shall contain the justification of the measures adopted by the competitor to reduce the sensory discomfort for users and possible risk factors for health and environment, during the execution of the works and installation of technologies within the housing.

The causes of discomfort, taken into account for the awarding process, are listed in order of importance in the following table, which also contains the best baseline performance:

Cause	Best performance
a. dust release into indoor environment	No dust
b. noise generation	73,6 Laeq dB(A) (*)
c. unpleasant smell emission	no smell

(*)Manual works indoor.

The reduction of health and environment hazard is guaranteed by using materials and products with environmental certification or complying with comparable standards or non-toxicity and eco-efficient materials and products components, proved by analysis and tests carried out by certified European Institutes

Cause	Best performance
d. use of eco-friendly products and materials with reduced VOC emissions	exclusive use of eco- friendly products and materials with reduced VOC emissions

The competitor shall indicate the highest level of performance to ensure, summarizing it in a specific table:

Performance offered:

a. dust release into indoor environment	
.....	(n. of lines, free)
b. noise generation	
.....	(n. of lines, free)
c. unpleasant smell emission	
.....	(n. of lines, free)
d. use of eco-friendly products and materials with reduced VOC emissions	
.....	(n. of lines, free)

The highest level of performance to ensure shall be justified through an analytical description of the interventions that will be performed within the different accommodations.

For any action shall be made explicit: the type of intervention, activities and related tools and products used, which can create sensory discomfort, the time period envisaged of using of tools and the processes to which sensory discomfort is related, the duration of release of odours due to the application of products, and anything else useful to the understanding of the intervention, highlighting the methods of adopted control of the elements of annoyance and discomfort.

Concerning the use of products and eco-friendly materials and reduced VOC emissions, the competitor shall also complete the attached table (Annex tabella_2-3d.doc – tabella_2-3d.odt) and insert attached documentation proving the statements in the table.

As indication, the noise level associated with some possible tools for the planned operations are:

WORK TOOLS/EQUIPMENT	Laeq dB(A)
Angle grinder	92.5
drill / dowel holes drill	84.4

(LAeq = equivalent sound pressure level measured in dB(A))

The maximum length of the Sheet 2.3. is 4 pages.

SHEET 3.1. - ACUSTIC INSULATION IMPROVEMENT WITHIN THE HOUSING

The competitor shall indicate in the box, the overall acoustic performance of the integrated system windows / shading and solar radiation control devices, provided in the offer:

Performance offered:

Overall acoustic performance of the integrated system windows / shading and solar radiation control devices	Rw = dB
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Given that the standardized noise insulation index for facade D2m, nT, w = 40dB must be obtained taking into account also each window frame requirement, the element considered for the score awarding is the improvement of acoustic performance of the new integrated system (window frame /shading and solar radiation control system) in respect with the minimum ones provided, as : **Minimum apparent sound reduction index of the integrated system window/shading devices (UNI EN ISO 140/3 e 717-1) $R_w \geq 38$ dB**

The official tests carried out by certified European laboratory, in accordance with EN ISO 140/3 and EN ISO 717-1, are effective for the assessment.

If a passive or active air ventilation system is combined with the door and window frame, considering a 24 hours long activation of the air ventilation, the performance assessment is based on an open system method.

The maximum length of the Sheet 3.1. is 1 page.

REQUIRED ANNEXES

- Copy of certification proving what is stated in the offer sheet.

SCHEDA 3.2. - AIR QUALITY ASSURANCE WITHIN THE HOUSING

Indoor air quality is obtained, as usual, by shutter joints infiltration that ensure the standard required air change per hour. Replacing the existing windows with better energy efficient systems, the ventilation rate is in doubt and depending on the individual decision of shutter opening.

The following performances will be evaluated, listed here in descending order of importance:

- guarantee of indoor relative humidity and pollutants level control (CO₂, VOC, etc.), by ensuring the minimum and continuous change rate in each room during 24 hours, as declared in UNI EN 15251:2008 and UNI 10339;
- reduction of noise due to moving parts (e.g. fan, vibrations, etc.), to be below the threshold of 45 dB (C);
- reduction of noise from external air intakes and noise transmission inside the apartments, in the case of through-ducts in several rooms.

The performances offered evaluated for the housing units in Via Filzi (n° 15 - first floor - TAV. 03B) and Via dei Mulini (n° 18 - first floor - TAV 03A) whose plants are provided by the Contracting Authority, in the manner specified in the tender documents, shall be summarized in the following tables:

Performance offered:

a. air change rate, guaranteed and constant during 24 hours, in each room, and measured as vol / h (*)	Housing type	
	Via F. Filzi	Via dei Mulini
Room		
Kitchen vol/h vol/h
Living room vol/h vol/h

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Bedroom 1 vol/h vol/h
Bedroom 2 vol/h vol/h
Bathroom vol/h vol/h

(*) Only to facilitate the work of comparison to the Awarding Commission the air changes and guaranteed constant over 24 hours, they must be expressed in the table as hourly volumes and will refer to the volume of the individual rooms indicated in plants of the housing type, provided by the Contracting Authority.

b. Any noise due to moving parts (fans, electric motors, etc.)	Housing type	
	Via F. Filzi	Via dei Mulini
 dB(C) dB(C)

c. Devices for the control of noise from external air intakes and the transmission of noise inside the apartments, in the case of through-ducts in several rooms	Housing type	
	Via F. Filzi	Via dei Mulini
 dB(C) dB(C)

For the assessment of air changes, buildings must be considered Category II, in accordance with UNI EN 15251:2008.

The provided performances by any proposed system, shall be therefore justified analytically, explaining: the type of project scheme, the devices used to ensure the required flow rates, the noise of moving parts, the devices for noise control, and any other is useful to evaluate the consistency of the offer.

For the determination of the flow rate of the proposed systems, the official tests carried out by certified European laboratories, are considered for the evaluation, in accordance with the relevant regulations.

The maximum noise level of any fans and electric motors during normal operation, will be indicated as the level of overall sound power (L_w) and sound pressure level (L_p, 2 m against a wall) measured according to UNI EN ISO 3747.

The proposed system shall comply with the relevant reference standards.

The preliminary draft, in case it is needed to clarify the features of the proposal, shall be developed for the housings in Via Filzi (civ. 15 - first floor - TAV. 03B) and Via dei Mulini (civ. 18 - first floor - TAV 03A) whose plants are provided by the Contracting Authority, in the manner specified in the tender documents.

The maximum length of the Sheet 3.2. is 3 page.

REQUIRED ANNEXES

- Copy of certification proving what is stated in the offer sheet.
- Copies of the preliminary design developed for the two housing indicated by the CONTRACTING AUTHORITY, if are useful to the understanding of the proposal. The projects must be attached in 1:50 scale.

SCHEDA 3.3. - REDUCTION OF PRIMARY ENERGY DEMAND FOR SPACE HEATING

The overall percentage reduction of primary energy consumption for space heating of the two buildings in Via F. Filzi and Via dei Mulini shall be calculated by dividing the average consumption in kWh / m² year, of the two buildings "As Built" provided by the Contracting Authority and

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calculated using the method for the energy certification of buildings in Regione Lombardia (CENED+ 1.2), with the results obtained using the same method of calculation for the project contained in the offer, according to the following formula:

average consumption of the two buildings achieved in the offered Project
average consumption of the “As Built” provided by the Contracting Authority

where the average consumption of the “As Built” provided by the Contracting Authority is:

146.00 kWh/m² anno

Derived from, rounded up:

$$\frac{117.45 \text{ kWh/m}^2\text{y} \times 3,577.05 \text{ m}^2 \text{ (Via F.Filzi)} + 170.67 \text{ kWh/m}^2\text{y} \times 3,956.76 \text{ m}^2 \text{ (Via dei Mulini)}}{3,577.05 \text{ m}^2 + 3,956.76 \text{ m}^2} =$$

$$= 145.40 \text{ kWh/m}^2 \text{ year}$$

Since the work, identified by the Contracting Authority as the basic minimum reference of the tender, allow obtaining the following results, calculated always using the calculation method for the energy certification of buildings of Regione Lombardia (CENED+1.2):

$$\frac{75.88 \text{ kWh/m}^2\text{y} \times 3,577.05 \text{ m}^2 \text{ (Via F.Filzi)} + 77.69 \text{ kWh/m}^2 \text{ anno} \times 3,956.76 \text{ m}^2 \text{ (Via dei Mulini)}}{3,577.05 \text{ m}^2 + 3,956.76 \text{ m}^2} =$$

$$= 76.83 \text{ kWh/m}^2 \text{ year}$$

the minimum overall reduction of the average consumption of primary energy for space heating, calculated for the two buildings and measured in kWh / m² year, shall be:

$$\mathbf{R\% \geq 47.00\%}$$

with a **minimum** percentage reduction in the primary energy consumption for space heating in the individual buildings, **R% ≥ 35.00%** for Via F. Filzi and **R% ≥ 54.00%** for Via dei Mulini. Reductions achieved through the implementation of interventions identified by the Contracting Authority as a basic minimum reference of the tender.

Energy consumption reductions lower than the prescribed minimum requirement, even if for just one of the two buildings subjected to extraordinary maintenance, will not allow the exceeding of the minimum threshold by competitor to gain access to financial offer evaluation phase.

Taking into account the overall percentage reduction of primary energy consumption for space heating of two buildings in Via F. Filzi n. 11/13 (54 housing units) and Via dei Mulini n. 10/20 (54 apartments), calculated using the method for the energy certification of buildings in Regione Lombardia (CENED+ 1.2), the score will be awarded in the following way:

Percentage reduction	Scores
R% < 47.00% (or also, R% < 35.00% Via F. Filzi or R% < 54.00% Via dei Mulini)	not reached minimum threshold
R < 55%	0
R ≥ 55%	3,5
R ≥ 65%	7,0
R ≥ 75%	17,5

The performance offered shall be indicated in the following table within the Sheet 3.3 .:

Performance offered:

Overall percentage reduction of primary energy consumption for space heating of two buildings in Via F. Filzi and Via dei Mulini, calculated using the method for the energy certification of buildings of Regione Lombardia (CENED+ 1.2)	R = %
--	--------------------

The percentage reduction of primary energy consumption for space heating of the two buildings, achievable thanks to the offered interventions shall be proved using the same calculation method for the energy certification of buildings of Regione Lombardia (CENED+1.2), free downloading on the website www.cened.it.

The Contracting Authority makes available *.xlm file exported from calculation software used for the energy assessment of the existing two buildings, envelope/plants system.

The basic work to be implemented by the solutions proposed and to carry out the energy assessment, consists of the two calculation reports of the "As Built" provided by the Contracting Authority, of the input data for the two buildings used to inform the model, as well as of set of drawings. For the compilation of the offers, **the calculation reports of the two existing buildings provided by the Contracting Authority CANNOT be modified** in any way by the competitors.

The project calculation reports, with input data used to inform the model for the two buildings and developed by the Contracting Authority, are provided to the Competitors by the Contracting Authority. **The Project of two buildings provided by the Contracting Authority is intended solely as a justification of the minimum reduction of primary energy consumption for space heating required by the notice of tender (collectively -38.5% and individually -31% for the building in Via Filzi ,and -43.7% on the building in Via dei Mulini).** The competitors shall anyway ensure this minimum in its offer.

The competitor shall prepare a new calculation report, for the project offered, for each of the two the buildings of tender, using CENED + 1.2 software and attaching this report, with input data used to inform the model, to sheet 3.3.

In order to improve the energy performance of the two buildings, the participants can operate on further elements of the building envelope and systems for space heating.

In any case, the set of offered interventions shall have guarantees of durability and preservation of performance, also explained in the sheet 4.2. - PRODUCT / TECHNOLOGY GUARANTIES, equal or higher than the reference value of the tendered project.

In view of the fact that the project intervention does not cover the domestic hot water production plant, which remains autonomous with instant natural gas boiler, ARE EXCLUDED FROM THE CALCULATION, AND WILL NOT BE CONSIDERED FOR THE ASSESSMENT OF ENERGY EFFICIENCY ACHIEVED IN THE OFFER, THE RENEWABLE SOURCES, INCLUDING HEAT PUMPS WITH ANY TYPE OF HEAT WELL.

The sheet shall contain the description of the offered interventions, with the indicative evaluation of the results attributable to each action and any further non-energy related benefits, as well as materials, products and technologies used, and their performances will be reflected in the Annexes.

La maximum length of the Sheet 3.3. is 4 pages.

calculation about the status of project reports of the offer, relating to 2 the tendered buildings, as well as produced by CENED + 1.2 complete program of the input data for the two buildings used to inform the model.

REQUIRED ANNEXES

- Calculation report about the status of the offered project, related to the 2 tendered buildings, as produced by CENED+1.2 software, with input data for the two building used to inform the model.
- Technical data sheet of material, products and technologies offered, in order to prove the performance and the data used for the calculation and for the definition of the offer.

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SCHEDA 4.1. - OVERALL HEAT MANAGEMENT SYSTEM IN HOUSING, HEAT MEASURING, HEAT DISTRIBUTION AND BILLING MANAGEMENT FOR USERS: THE BEST ADVANTAGES FOR THE USER AND THE BUILDING ADMINISTRATOR.

Will be evaluated all the innovations and the best solutions offered, which improve the performance of the project provided by the Contracting Authority, for two buildings in Via F. Filzi and Via dei Mulini, operating on the overall system and / or one or more of following aspects:

1. indoor direct thermoregulation (control);
2. daily and weekly management of temperature in the housing;
3. heat consumption accounting for space heating for each housing unit;
4. data telemetering by operator,
5. prospectus of the distribution of thermal energy consumption for each housing unit with distinction between involuntary and voluntary consumption, according to the directives in Legislative Decree 102/2014 and the specifications in the UNI 10200: 2015;
6. information management for action and information to promote energy savings for housing unit and / or building.

In particular, innovations are considered interesting and strategic by the Contracting Authority, if allow to improve the following performances:

- a. certified energy quality of the proposed devices (e.g. energy classification TELL - Thermostatic Efficiency Label).
- b. easy management of temperature control and daily and monthly time schedule by users (user-friendly systems);
- c. more awareness of consumption and willingness to energy saving;;
- d. transparency, reliability, easy explanation to the users of consumption with accounting system, and conflict reduction;
- e. opportunity to have periodic consumption report to promote the awareness and to realize intervention focused on energy saving;
- f. reduction in direct and indirect costs of the Contracting Authority in the acquisition of data through the system of reading paintings, in the distribution of consumption and the emission of bills.
- g. opportunity to easily integrate the heat management system with other control and regulation elements that can be installed in the future for a smart management.
- h. system flexibility and adaptability over time, using also open and interoperable software in order to prevent a lock-in by users and client.

The analytical justification shall be carried out according to the following scheme:

Performance offered n. (1, 2..n.):

Improved performance:
..... (n. of lines, free)
Improvement achieved with respect to the Project of the Contracting Authority:
..... (n. of lines, free)
innovative and / or improved features to improve the performance and technological elements on which they are applied:
..... (n. of lines, free)
Brief Description of the technology, material or virtual, which will be reflected in the documentation attached:
..... (n. of lines, free)

The offered improvements shall be justified in detail in the sheet and shall be appropriately reflected in the documentation attached.

In any case, the system for thermoregulation and heat accounting, direct or indirect, shall comply with the provisions of Art. 9 - Measuring and billing of energy consumption - the Legislative Decree 102/2015 "Implementation of Directive 2012/27 / EU on energy efficiency .."

The maximum length of the Sheet 4.1. is 5 pages.

REQUIRED ANNEXES

- Technical data sheets for the materials, products and technologies proposed, proving performance and data used for the definition of the best advantages mentioned in the offer.

SHEET 4.2 – PRODUCTS/TECHNOLOGIES GUARANTEES

The guarantees higher than the basic minimum guarantees in the tender are accepted and valid for the score awarding for the following products and technologies:

TENDER BASIC GUARANTEE		YEARS
1. ETICS for opaque vertical enclosure:		
Materials, with multiannual insurance policy		≥ 5
Laying and installation defects, with insurance policy granted to the contractor		≥ 5
2. ETICS for intrados of lower slab belonging to boxes:		
Materials, with multiannual insurance policy		≥ 5
Laying and installation defects, with insurance policy granted to the contractor		≥ 5
3. Systems of window / shading and solar radiation control:		
Overall windows serviceability		≥ 5
Surface discolouring		≥ 6
Double glazing condensation		≥ 5
PVD treated handles corrosion		≥ 5
Windows, shading and solar radiation control system and equipment serviceability		≥ 3
4. Condensing boiler:		
Heat exchanger		≥ 5
Electronic components.		≥ 2
5. Electronic circulation pumps		
Electronic components.		≥ 2
Mechanical and electromechanical parts		≥ 3
6. Valve and thermostatic head:		
4-way valve.		≥ 2
Thermostatic head.		≥ 2
7. Heat metering:		
Electronic components.		≥ 2
Mechanical and electromechanical parts		≥ 2

The better performance offered shall be indicated in the table below, reported in the Sheet 4.2:

Performance offered:

BASIC TENDER		OFFERED BY COMPETITOR	
GUARANTEES ON	YRS	BRIEF DESCRIPTION	YRS
1. ETICS for opaque vertical enclosure::			
1.1 Materials, multiannual insurance policy	≥ 5 (2 lines only)
1.2 Laying and installation defects, with insurance policy granted to the contractor	≥ 5 (2 lines only)
2. ETICS for intrados of lower slab belonging to boxes:			

2.1 Materials, multiannual insurance policy	≥ 5 (2 lines only)
2.2 Laying and installation defects, with insurance policy granted to the contractor	≥ 5 (2 lines only)
3. Systems of window / shading and solar radiation control:			
3.1 Overall windows serviceability	≥ 5 (2 lines only)
3.2 Surface discolouring	≥ 6 (2 lines only)
3.3 Double glazing condensation	≥ 5 (2 lines only)
3.4 PVD treated handles corrosion	≥ 5 (2 lines only)
3.5 Windows, shading and solar radiation control system and equipment serviceability	≥ 3 (3 lines only)
4. Condensing boiler:			
4.1. Heat exchanger.	≥ 5 (2 lines only)
4.2. Electronic components.	≥ 2 (2 lines only)
5. Electronic circulation pumps			
5.1. Electronic components.	≥ 2 (2 lines only)
5.2. Mechanical and electromechanical parts	≥ 5 (2 lines only)
6. Valve and thermostatic head:			
6.1. 4-way valve.	≥ 2 (2 lines only)
6.2. Thermostatic head.	≥ 2 (2 lines only)
7. Heat measuring:			
7.1. Electronic components.	≥ 2 (2 lines only)
7.2. Mechanical and electromechanical parts	≥ 2 (2 lines only)

The higher guarantees expressed in this form shall be supported by a copy of the corresponding warranties provided by suppliers / manufacturers, attached to this sheet.

In the case of the ETICS, the warranty on the installation shall be issued by the executor selected for the implementation of the intervention.

It is also possible to insert two additional guarantees as coverage of other technological elements chosen by the competitor, supported in each case by a copy of the corresponding guarantees provided by suppliers / manufacturers, attached to this sheet.

The maximum length of the Sheet 4.2. is 3 pages.

REQUIRED ANNEXES

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- Copies of the guarantees issued by the companies, with insurance coverage to an insurance company recognized in at least one of the European states, proving the higher guarantees in the offer.

SHEET 4.3 – EASY OF EXECUTION OF THE ORDINARY MAINTENANCE AND RECOVERY

In order to qualify the score for this element, the competitors shall explain in the analytical and precise way the characteristics that make particularly easy, routine maintenance fast and inexpensive and restore one or more of the technological elements listed below:

ELEMENTO TECNOLOGICO
1. Condensing boiler
- Cleaning of heat exchanger
- Verifying of the correct operation of the burner fan and easy removal and replacement of worn parts
- Checking of the sensors of the generator and easy replacement
2. Window or door system / shading and control systems solar radiation
- Replacement of metal ware
- Replacement of glazing
- Maintenance of shading and control systems solar radiation
3. Heat accounting
- Easy disassembly of the elements that compose the accounting system for the replacement or repairing

The analytical justification shall be carried out according to the following scheme:

Performance offered n. (1, 2..n.):

Technological element (in accordance with the list provided)	
.....	(1 line only)
Improved performance (maintenance, recovering, etc.)	
.....	(no. Lines, free)
innovative and / or improved features that help improve the performance and technological elements on which they are applied:	
.....	(no. Lines, free)
Analytical justification of the performance improvement	
.....	(no. Lines, free)

The clarification of the features must be supported by graphic or photographic elements and / or parts of maintenance handbook supplied by manufacturers and anything else necessary to give the required credibility to those declared. The above material must be attached.

The speed of execution of the intervention must be expressed in minutes.

In the case in which, innovative solutions use alternative technologies to those indicated in the card, they shall have proved similar ease of maintenance.

The maximum size of the Card 4.1. is 4 pages.

REQUIRED ATTACHMENTS

- Graphics or photos and / or parts of handbook about maintenance shall be provided by the manufacturers and everything else needed to give the necessary credibility to what is stated in the card.

LIST OF SCORING ELEMENTS FOR STAGE AND CATEGORY

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FASI	SCHEDA	Elementi di punteggio (Titolo delle schede)	Metodo di valutazione	Punteggio assoluto dei singoli elementi	Punteggio max di fase								
Vantaggi nella fase di installazione	2.1.	Giorni di non fruibilità di parti dell'alloggio	$PT1 = \frac{Lim - off1}{Lim} \times Pmax$	4	20								
	2.2.	Tempo complessivo massimo di intervento all'interno del singolo alloggio (inclusi i giorni di non fruibilità)	$PT1 = -0,75x off1 + 6,75$	6									
	2.3.	Disagi sensoriali per gli utenti: a. assenza polveri in ambiente; b. assenza rumore (> 73,6 Laeq dB(A)); c. assenza odori molesti + eco-compatibilità materiali	Confronto a coppie	10									
Vantaggi nella fase di utilizzo	3.1.	Miglioramento dell'isolamento acustico degli alloggi	$PT1 = \frac{off1}{off max} \times Pmax$	3,5	35								
	3.2.	Garanzia della qualità dell'aria all'interno degli alloggi	Confronto a coppie	14									
	3.3.	Riduzione del consumo energetico di energia primaria per il riscaldamento degli alloggi: "R" (*)	<table border="1"> <thead> <tr> <th>Riduzione percentuale</th> <th>Punti</th> </tr> </thead> <tbody> <tr> <td>R < 55%</td> <td>0</td> </tr> <tr> <td>R ≥ 55%</td> <td>3,5</td> </tr> <tr> <td>R ≥ 65%</td> <td>7</td> </tr> <tr> <td>R ≥ 75%</td> <td>17,5</td> </tr> </tbody> </table>	Riduzione percentuale		Punti	R < 55%	0	R ≥ 55%	3,5	R ≥ 65%	7	R ≥ 75%
Riduzione percentuale	Punti												
R < 55%	0												
R ≥ 55%	3,5												
R ≥ 65%	7												
R ≥ 75%	17,5												
Vantaggi nella fase di gestione e manutenzione	4.1.	Sistema complessivo di gestione del calore negli alloggi, contabilizzazione, ripartizione del calore e gestione della fatturazione agli utenti: migliori vantaggi per l'utenza e per l'amministratore del condominio	Confronto a coppie	18	30								
	4.2.	Garanzie sui prodotti/tecnologie	Confronto a coppie	9									
	4.3.	Facilità di esecuzione degli interventi di manutenzione ordinaria e di ripristino	Confronto a coppie	3									
				PUNTEGGIO TOTALE MAX OFFERTA TECNICA	85								

(*) NB SE: R% < 38,5% (o anche, R% < 31,0% su Via F. Filzi e/o o R% < 43,7% su Via dei Mulini) = non raggiungimento soglia minima

Where, formula

$$PT1 = \frac{Lim - off1}{Lim} \times Pmax$$

is defined as:

- "PT1" is the technical score for each tender;
- "Lim" is the numerical value Limit placed as tender eligibility threshold;
- "off1" is the numerical value specified in the offer;
- "Pmax" It is the maximum score.

Where, formula

$$PT1 = -0,75x off1 + 6,75$$

is defined as:

- "PT1" is the technical score for each tender;
- "off1" is the numerical value specified in the offer;
- "off max" is the highest numerical value of the accepted technical offers;
- "Pmax" It is the maximum score.

The comparison to couples is intended to be made available by the legislature, with other methods, in Regulations (Presidential Decree 207/2010) implementing the Contracts Code (Legislative Decree 163/06), among other documents, it is described in "Guidelines for the most economically advantageous tender application under the contracts of services and supplies" by ANAC, the National Anti-Corruption Authority with Resolution no. 7 of 24 November 2011 (published in the Gazzetta Ufficiale no. 291 of 15 - 12 - 2011)

The evaluation of qualitative elements will be carried out by comparisons to couples performed on

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the basis of semantic scale (scale of degrees of relative preference) and the triangular matrix in complying with Annex G of Regulation.

The coefficients, variable between zero and one, used to proceed to the identification of the **most economically advantageous offer** relating to assessment factors, **qualitative** criteria and sub criteria, are established according to following methods:

- 1) carrying out by a commissioner, in private sessions, **comparisons to couples** of the proposals of competitors according to the **semantic scale** (scale of degrees of relative preferences) in **Annex G** of the Regulations and reporting the results of the comparisons in the triangular tables complying with abovementioned Annex G
- 2) determining the sum of the preference degrees that each Commissioner has given to the proposals of competitors using comparisons to couples referred to in paragraph 1);
- 3) attributing the coefficient one to the sum of the highest value and other amounts allocated to a proportionally reduced coefficient.

If the accepted offers are fewer than **three (3)**, to each element of evaluation is assigned a score, ranging between zero and one, assigned to the discretion of each commissioner. In that case, is needed to transform the average of the coefficients allocated to each offer by all the commissioners final coefficients, reporting to one the highest average and proportioning at this maximum average all the provisional averages calculated.

It should also be noted that, in order to not to alter the relations established in the tender between the qualitative weights of the evaluation criteria and quantitative ones (for which, according to the instructions and formulas contained in the Annexes to the Regulation, a coefficient equal to one is always assigned in case of best deal criterion); if no competitor gets, for the entire technical offer, the score equal to the total weight of the technical offer, the **re-scaling** is done by assigning the total weight of the scores of the technical offer that got the highest score as the sum of the scores of the single elements (sub-criteria), and to the other offers is assigned a proportional descending score, so that the lowest sum of the scores is reported to the value of the sum of the weights allocated to a whole technical offer.

To enter the next phase of evaluation of the Offer Economical, the competitor must achieve the minimum score of 50 points out of 85.

In any case, reductions in energy consumption than specified as a minimum requirement, although on only one of the two buildings object of extraordinary maintenance, the competitor will not allow access to the phase of the Offer rated Budget.

BUSTA C) Financial Offer

Offer, drafted in Italian on stamped paper complying with the attached form, which must contain (SEE ANNEX 1):

- A declaration by which the company stating that he visited the places where the works are to be performed, that has knowledge of local conditions, the access roads and authorized landfills, as well as all the general and particular circumstances which may affect the price determination, contract conditions and execution of the work, and has declared the feasibility of works, and that the financial feasibility allows the lowest price offered; and also a declaration stating that it had provided the equipment and labour which are adequate to the size, type and category of contract work.

The company must also declares that it has taken account of the particular weather conditions, season and place; that it recognize that the allowed time by C.S.A is enough for the completion of works .; It has carefully reviewed and fully understands the design documents, including the quantity surveys, and that it considers theme as adequate; furthermore it shall declare to accept specifically, in accordance with Article 1341 of the Civil Code, the obligations and requirements under its responsibility, in particular those who are subjected to limitations, restrictions and forfeitures.

- The indication of the percentage of the lowest price offered, as well as in figures in words.

- The indication of costs related to the company's internal security
- The statement of the works it intends to subcontract, under art.118 of D.Lgs 163/2006

N.B. in accordance with clause 2 of art. 118 of Legislative Decree no. 163/2006, and subsequent amendments, the maximum extent subcontracted of the Primary category must be contained in 30%.

- Address for service in Bergamo in order to comply to the effects of the tender.
- Indication of the tax identification code and V.A.T. registration number.
- The competitor allows the processing of personal data relating to natural and legal persons mentioned in the tender documents for the sole purpose of procurement procedures in accordance with the law 31.12.1996 n.675 subsequent amendments.

This offer shall be signed with legible and extended signature by the contractor or the legal representatives of the Company, or by the Company or by Cooperative or by parent company.

The company qualified as parent company, in accordance with art.37 of Legislative Decree no. 163/2006, must express the offer in the name and on behalf of their principal companies and, excluding the terms stated in item 9 pursuant to paragraph 8, art.37 of D.Lgs. 163/2006.

The offer must be enclosed in a separate sealed envelope with sealing wax, or other equally effective system, and countersigned on the closing flaps.

The score, maximum 15, approximate to two decimal places, will be awarded by applying the following formula:

$$\text{score of the competitor} = 15 \times \frac{\text{lowest price offered by the competitor}}{\text{lowest price offered in the tender}}$$

Art.6 Methods on the completion of the tender and award

The call for tender is placed at the Azienda Lombarda per l'Edilizia Residenziale of Bergamo Lecco Sondrio U.O.G. of Bergamo in accordance with art.73 letter c) of the Regulations May 23, 1924 827 of the *Amministrazione del Patrimonio* and for the *Contabilità Generale dello Stato*.

The first phase is the verification of administrative documents of all competitors and then inspection of the technical and economic offers. The right of the Contracting Authority to suspend the sitting of the tender and to postpone it to the next days is foreseen in cases where the number of participants in the procedure is too high.

The award will be based on the most economically advantageous offer, pursuant art.83 of Legislative Decree no. 163/2006. The lump sum economic offer will be determined according to criterion of the decreasing percentage of the basic tender price for the works, net of security charges and cost of labour.

The offers that will present a technical and economic score equal to or greater than four-fifths of the corresponding maximum points provided will be subjected to verification of anomalies, in accordance with art.86 c.2.

The Administration reserves the right, under Article 88 of c.7 of Legislative Decree no. 163/2006, to proceed simultaneously with the verifications of anomalies of the offers, and not over the fifth offer.

If more awarded tenderers Companies submitted the same offer, art. 77 R.D. May 23, 1924, no. 827 shall be used as reference.

The award represents an immediate commitment for the company, differently it will be a commitment for Contracting Authority solely after ratification of the tender report by the competent superior bodies.

In case of failure to complete the contract with the first contractor, the Contracting Authority appropriates the bid bond and awards the contract to the competitor that follows in the ranking.

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If only one competitor participate to the tender, it will be the successful tenderer anyway.

The Contracting Authority, in the event of failure or termination of the contract for non-fulfilment by the original contractor, will apply the provisions of Article 140 of Legislative Decree no. 163/2006 and subsequent amendments.

The session is a public session.

GENERAL RECOMMENDATIONS

Participation in the tender implies, among other things, the unconditional acceptance by the Competitor, of the requirements and obligations set out below:

1°) During the execution of the works covered by this contract, the company undertakes to implement fully all provisions in the national collective labour contract for employees workers of construction and industrial companies, and the local agreements supplementary with respect to the above mentioned provisions, which are in force for the time and in the place of the aforementioned works.

The Company also undertakes to apply the contract and the agreement after the due date and until they are replaced and, if cooperative, also in the relations with Shareholders.

These obligations binding on the company even if not both adherent to stipulating associations or withdraws from them and regardless of the industry or craft typology, of company structure and size and of any other of its legal status, economic status or trade union.

2°) The Company is responsible, in relation to the Contracting Authority, for the observance of the aforesaid rules by any subcontractors towards their respective employees, even in cases where the collective agreement covers the situation of subcontracting.

The fact that the subcontract was not authorized does not exempt the company from liability referred to in the preceding clause and this without prejudice to other rights of the Contracting Authority.

THE CONTRACTOR SHALL RESPECT THE PROVISION OF ART. 21 OF THE LAW 13.09.1982 N. 646, AS AMENDED, RELATING TO PIECEWORK AND SUB-CONTRACTING AND OF THE APPLICABLE LAW 19.03.1990 N. 55, AS AMENDED IN THE PREVENTION OF MAFIA ACTIVITIES.

Obligation of successful tenderers is transmitting to the Contracting Authority, within 20 days from the date of each payment made in their favour by the Contracting Authority, a copy of the receipted invoices for the payments made gradually paid to subcontractors or labour, together with indication of the guarantee withheld.

3°) In case of non-compliance with the obligations specified above, ascertained by the Contracting Authority or signaled by the *Direzione Provinciale del Lavoro, sezione Ispezioni del Lavoro* (Provincial Labour Office, Inspection Section of Labour), the Contracting Authority will communicate to the Company and, where appropriate, also to the above mentioned Provincial Labour Office, the ascertained default and will proceed with the suspension of payments on account, if the work is in progress, and the suspension of payment of the balance, if the works are completed, allocating the sums so set aside to guarantee the fulfilment of the above mentioned obligations.

The payment to the Company of the amounts will not be made until the above-mentioned obligations were fully met according to the declaration of at the Provincial Labour Office.

For deductions and suspensions of payments above mentioned, the company cannot make exceptions to the Contracting Authority, even if it deemed to be entitled cause of damages.

4°) Pursuant to Article 33 of the Special Tender Specifications, arbitration competence is excluded.

participating to the tender with more of a consortium or temporary association, or even participate in the tender on an individual basis if it has participated in the same tender in association or association is forbidden to competitors complying with c.7, art. 37, D.Lgs.163

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/ 2006 and subsequent amendments and additions.

The consortia in accordance with art.34, clause 1, letters b) and c) of Legislative Decree no. 163/2006 as amended and supplemented, shall indicate, during the offer, for which consortium the consortium competes; the latter is prohibited from participating, in any other form, to the tender.

Head of the procedure is the Dott. Ing. Walter Songini.

Bergamo, li 16.03.2016

IL DIRETTORE GENERALE

(Dott Arch. Valter Teruzzi)